

# Comprehensive I-9 and E-Verify Compliance

Immigration

Over the years, the government has intensified its enforcement of employment verification procedures, including increased fines and penalties, as well as potential criminal charges and charges of discrimination against U.S. citizens. The best defense is a good offense. Jackson Lewis P.C.'s Immigration Practice Group can help you establish that offense to minimize your risk and your exposure.

**Monitoring Trends**—We closely monitor legislative, regulatory and policy changes and track what is happening “on the ground” to provide our clients with the most up-to-date guidance on what to expect in terms of I-9 and E-Verify inspections and Department of Homeland Security (DHS) or Department of Labor (DOL) unannounced worksite visits, as well as Immigration and Customs Enforcement (ICE) raids.

**Recognized Compliance and Litigation Experience**—Our lawyers are frequently called upon as thought leaders to comment on compliance and enforcement issues. We regularly represent clients in litigation and ICE audits and have developed a suite of I-9/E-Verify compliance risk assessment tools including proprietary technologies to help employers understand and address any potential liabilities.

## Services

- Attorney-supervised audits of I-9s either on-site or off-site;
- Snapshot reviews and assessments of potential violations and penalty estimates;
- Advice on how to conduct self-audits of all immigration documentation and appropriately address errors;
- Analysis of subcontractor and temporary staffing relationships for I-9/E-Verify compliance;
- Preparation of recruitment, hiring and employment eligibility verification policies;
- Establishment of ongoing I-9 and E-Verify training programs, including training on non-discrimination principles to avoid Civil Rights Act violations;
- Forensic document training and subject matter knowledge testing for responsible staff;
- Advice on use of process management tools such as electronic I-9 software platforms, “Smart” I-9 forms and E-Verify;
- Advice on archival I-9 remediation and digitization; and
- Guidance on record retention best practices for I-9s, E-Verify, LCA Public Access Files, and PERM Audit Files.

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